

June 06, 2016

**Public Hearing
CDBG Close Out
6:00pm**

In attendance: Mr. Stuart Bass, Upper Coastal Plains Council of Government, Commissioners Don Spragins, Gerleen Pitchford, Clara Debnam, Heidi Hogan and Sylvia Alston. Town Attorney Mr. Kris Gardner and four members of the public were also in attendance. Mayor John R. (Ron) Girdley presided over the public hearing. Mr. Stuart Bass opened the hearing with a brief explanation on the nature of improvements involved with the CDBG Grant. A building on South Main was rehabilitated into the Littleton Public Library, pedestrian improvements behind the library, a HUD house completed for Mary Taylor and drainage improvements made along Kirkland Street. Commissioner Hogan inquired on the opportunities for additional grants of this nature. Mr. Bass responded that this particular grant was no longer offered but others may be available in the very near future. With no further business the public hearing closed at 6:05 pm.

**Public Hearing
2016-2017 Budget
6:15pm**

In attendance: Commissioners Don Spragins, Gerleen Pitchford, Clara Debnam, Heidi Hogan and Sylvia Alston. Town Attorney Mr. Kris Gardner and ten members of the public were also in attendance. Mayor John R. (Ron) Girdley presided over the public hearing. Commissioner Spragins described in detail the proposed budget for fiscal year 2016-2017. A third full time police officer was added to the police budget. The proposed budget includes an increase of 10% (\$1000.00) to the volunteer fire department. Littleton real property tax remains the same at .80 cents per \$100.00, with an increase in the vehicle registration fee increasing from \$5.00 to \$15.00 per vehicle for additional funding to the streets budget. Resident Alton (Buzzy) Parker inquired on the addition of a Recreation Department and funding at \$10,000.00. Commissioner Spragins explained the decision of the Board to apply for a NC PARTF (\$156,000.00) Grant to create a pocket park at the corner of Church and North Main Street. This requires a pledge of \$10,000.00 per year for three years match by the Town. With no further discussion Commissioner Hogan made the motion seconded by Commissioner Pitchford to adjourn the public hearing at 6:23 pm.

AGENDA
June 06, 2016
Monthly Board Meeting 6:30 pm

1. Call meeting to order 6:30 p.m.
2. Pledge of Allegiance followed by Invocation
3. Motion to Approve the Agenda
4. Consider approval of Minutes of meeting(s) held May 2016
5. Approval for payment of bills made in May 2016
6. Employment Opportunities – Town of Littleton
7. Consider **Town of Littleton Budget Ordinance FY 2016-17 (O-16-001) and Fee Schedule.**
8. Citizen Concern and Comment - Mary Taylor Family/CDBG HUD Project
9. Commissioners Reports on activities in May 2016
10. Citizens Comments on Commissioner Reports – comments/questions
- limited to 2 minutes.
11. Mayor’s remarks.
12. Motion to go into Closed Session pursuant to NCGS 143-318.11(a)(3) to consult with attorney related to the case: Town of Littleton v. Layne Heavy Civil, Inc., et. al., Halifax County Superior Court No. 16-CVS-30.
13. Adjourn –

Next Board Meeting scheduled Thursday, July 07, 2016 at 4:00 pm.

The Board of Commissioners of the Town of Littleton held the regular Monthly Board meeting on Monday, June 06, 2016 at 6:30 pm at the Littleton Town Hall. Present were Commissioners Heidi Hogan, Gerleen Pitchford, Sylvia Alston, Clara Debnam and Donald Spragins. Town Attorney Mr. Kris Gardner and fourteen (14) members of the public were also in attendance. Mayor Ron Girdley presided over the meeting.

Mayor Girdley called the meeting to order at 6:30 pm. The meeting opened with the Pledge of Allegiance. Police Chief Winifred Bowens provided the Invocation.

Commissioner Alston made the motion, seconded by Commissioner Debnam to approve the Agenda. The motion voted and carried unanimously.

Commissioner Alston made a motion, seconded by Commissioner Spragins to approve the minutes from May 2016 as written. The motion was voted and carried unanimously.

Commissioner Alston made the motion, seconded by Commissioner Hogan to approve the payment of the bills made in the month of May 2016. The motion voted and carried.

Employment Opportunities – The Town of Littleton has two fulltime positions opportunities. Littleton will be advertising for a full time police officer and an operator trainee for the water sewer department. Commissioner Pitchford request the Clerk post the police officer advertisement.

Consider Budget Ordinance FY 2016-2017 (O-16-001) and Fee Schedule – Commissioner Alston made the motion, seconded by Commissioner Debnam to adopt the Budget Ordinance as presented. The motion voted and carried.

The Town of Littleton is an equal opportunity provider, and employer.

Citizens Comments and Concerns: Mary Taylor came before the Board to express her gratitude for the new home she was able to receive as part of the CDBG HUD Grant.

Mrs. Mary Dawes inquired the status of the road repairs and the current lawsuit. Attorney Kris Gardner explained the lawsuit was still ongoing with a trial date set for October. The roads would be corrected when funding becomes available.

Ella Baker Committee – Commissioner Alston reported the Ella Baker Committee is seeking nonprofit status and incorporating as their own entity and will dissolve its connection with the town.

Recreation – Commissioner Alston reported she is still waiting to hear back on the status of the NC PARTF Grant application. She is considering an additional grant that does not require a “match” from the town. She will decide before July 1, 2016.

Cemetery – Commissioner Alston reported the town was able to employ Joseph Lee through the senior employment program with upper Coastal Plains Council of Government. Mr. Lee has spent many hours trimming and cleaning up at the cemetery. He is doing a wonderful job and the town is fortunate to have someone with his work ethic. The grass is scheduled to be cut prior to Father’s Day.

Streets – Painting of the guardrails along Hwy 158 at (McPhearson/Town Center Complex) was recently brought up. Tree Trimming was done today by Jim Hogan, please report over hanging limbs. Storm Drains – several reports of bad storm drains. The area in front of the post office is dangerous. Commissioner Hogan has received several complaints on the dumpster behind Minute Check. She suggested he place the bin closer to the building and empty more often. The first community service worker will report this week to assist with street mowing and clean up. Commissioner Hogan made a motion, seconded by Commissioner Alston to hire Michael Green and Bernard Burch part time for street clean up at the rate of \$8.33 per hour. The motion voted and carried. Brush pick up continues the last week of the month. The third Saturday morning of each month during June, July and August, Lake Gaston Baptist Church for fun, games.

Water/Sewer – Commissioner Debnam read the water sewer report submitted by Keith Hamm, Operator.. A copy is hereby incorporated into the minutes.

Police Report – Commissioner Pitchford read the Police Report for the month of May 2016, Littleton Township. A copy is hereby incorporated into the minutes. She reported a full time officer position is available. She reported Mr. William Futtrell is willing to donate the grassy area behind the Police Station to the town. Commissioner Pitchford made the motion seconded by Commissioner Alston to move forward with this donation and have the land surveyed not to exceed \$1500.00. The Police Department Radios are not working. They are currently using a loaner system. Presenting three quotes she made the motion to go with quote number one in the amount \$3,361.94 from Security Electronics. The motion voted and carried.

Finance Report – Commissioner Spragins read the Finance Report for the month of May 2016. A copy is hereby incorporated into the minutes.

There were no citizens’ comments or concerns on the Commissioner Reports. Commissioner Alston made a public announcement for Community Vacation Bible School June 20-24 sponsored by Littleton Methodist, Littleton Baptist, Littleton Presbyterian and Lakeside Lutheran.

Mayor’s Remarks – Mayor Girdley shared his appreciation for the hard work of the Commissioners and specifically Finance Commissioner Spragins on the budget.

The Town of Littleton is an equal opportunity provider, and employer.

At 7:00 pm Commissioner Pitchford made the motion seconded by Commissioner Alston to go into Closed Session pursuant to NCGS 143-318.11(a)(3) to consult with attorney related to the case: Town of Littleton v. Layne Heavy Civil, Inc., et. al., Halifax County Superior Court No. 16-CVS-30.

At 7:24 pm Commissioner Spragins made the motion seconded by Commissioner Pitchford to return to open session. The motion voted and carried.

With no further business Commissioner Spragins made the motion seconded by Commissioner Alston to adjourn the meeting. The motion voted and carried.

Clerk

General Account and Minutes of Closed Session Pursuant to NCGS 143-318(a)(3) – The Board of Commissioners was updated on the status of lawsuit, Town of Littleton v. Layne Heavy Civil, Inc., et. el. Halifax County Superior Court No. 16-CVS-30 by Town Attorney Kris Gardner.

Clerk